

**State of Rhode Island and Providence Plantations
DEPARTMENT OF BUSINESS REGULATION (DBR)
1511 Pontiac Avenue, Bldg. 68-2
Cranston, Rhode Island 02920**

**Division of
Design Professionals BOARD OF EXAMINATION AND
REGISTRATION OF ARCHITECTS
MEETING MINUTES**

DATE: November 17, 2014

**PLACE: Department of Business Regulation (DBR)
1511 Pontiac Avenue, Bldg 68-1 Conference Room
Cranston, RI 02920**

MEMBERS PRESENT: Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo

MEMBERS ABSENT: None

**OTHERS PRESENT: Jenna Algee, Esq., DBR Legal Counsel (Present via telephone from 1:12 p.m. – 1:58 p.m.)
Dawne Broadfield, Board Executive**

CALLED TO ORDER: Chair Ladds called the meeting to order at 1:09 p.m.

A. MINUTES OF THE MEETING OF THE BOARD

(1) Member DeQuattro moved to approve the open meeting minutes of September 15, 2014 as published. Vice-Chair Grosvenor seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

(2) Vice-Chair Grosvenor moved to approve and seal the executive session meeting minutes of the September 15, 2014 as published. Secretary Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

B. EXECUTIVE SESSION

(1) Vice-Chair Grosvenor moved to convene into executive session at 1:11 p.m. pursuant to RI General Laws §42-46-5 (a)(4) for investigative proceedings regarding allegations of civil or criminal misconduct. Secretary Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

(2) Vice-Chair Grosvenor moved to adjourn from executive session and to reconvene to an open meeting at 1:54 p.m. pursuant to R.I.G.L.

§42-46-4. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

(3) Vice-Chair Grosvenor moved to seal the executive session and record the votes taken in executive session pursuant to RI General Laws §42-46-4 and §42-46-5. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

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(4) Vice-Chair Grosvenor moved to record the votes taken in executive session in accordance with RI General Laws §42-46-4 as follows:

Record of Votes Taken in Executive Session:

Executive Session Item B (1) (A) – One (1) registrant not responding to the Continuing Education Audit

Secretary Prengaman moved to write a letter to the registrant stating

that the Board continued this matter until such time as he submits the final American Institute of Architects (AIA) transcript showing the sixteen (16) Health, Safety and Welfare (HSW) hours and that the Board appreciates his efforts. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

Executive Session Item B (1) (B) – One (1) anonymous complaint practicing without a Certificate of Authorization

Vice-Chair Grosvenor moved to continue and resend to the address he located on the internet of “PO Box 516, Wakefield, RI 02880.”

Member DeQuattro seconded. After discussion, Vice-Chair Grosvenor moved to call her if the mail comes back undeliverable again. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

Executive Session Item B (1) (C) – One (1) registrant practicing without a current license – licensed expired 12/31/2013

Member DeQuattro moved to send him a letter indicating that he is required to complete the renewal application period that was due on December 31, 2013 due to the fact that he has been practicing not later than Friday, January 23, 2015. If the renewal application

package and fees due are not received by that date, the Board will initiate administrative proceedings. Secretary Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

Executive Session Item B (1) (D) – One (1) anonymous complaint practicing without a Certificate of Authorization

Vice-Chair Grosvenor moved to send a letter to the complainant notifying him that the Board is in receipt and reviewing the documentation that he sent and that the Board meets every other month. The “inquiry form letter” will be sent to respondent for a response. Secretary Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

Executive Session Item B (1) (E) – One (1) complaint regarding architectural services performed by someone who is not a Registered Architect

Vice-Chair Grosvenor moved to close. Secretary Prengaman and Member Lonardo seconded. Discussion occurred. Vice-Chair Grosvenor amended the motion to close and send a letter to the complainants that the Board closed the case without hearing a response from them by November 10, 2014. Secretary Prengaman

seconded the amendment. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

Executive Session Item B (2) (F) – One (1) complaint regarding architectural services performed by someone who is not a Registered Architect

Vice-Chair Grosvenor moved to close and send a letter to the complainant indicating the Board reviewed the inquiry and appreciated it being brought to its. The Board feels that there is no confusion that this use of the word “architect” is having anything to do with building of buildings. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

C. OLD BUSINESS

(1) Architect Renewals due December 31, 2013 – Question on sending out renewal reminder notice

The Board brought its concern to the DBR Director about the need to mail by the USPS a renewal reminder notice. DBR Director McGreevy responded that upon discussion with staff, his office is unable to approve this request due to

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the fact that DBR has implemented a technology to automate for both registrants and staff the licensing process. Steps are being taken to reduce non-renewals due to circumstances in the Department's control. As the registrants and staff becomes accustomed to this new and more efficient method of licensing many of these transitional issues will be resolved.

Vice-Chair Grosvenor moved to close. Secretary Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

(2) Jo Ann Bentley, RI Architect #3229 – Continuing Education Audit received

Vice-Chair Grosvenor moved to approve and close with a reminder that those credits taken in 2014 cannot be used again during the next renewal cycle. After discussion, member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor,

Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

(3) Stephen Tise, RI Architect #2033 – No response to Continuing Education Audit

Member DeQuattro moved to send a letter to Mr. Tise indicating that he is short 2.5 continuing education hours (CEHs) in Health, Safety and Welfare (HSW) and to send proof of completion by December 31, 2014 otherwise the Board will take further action. Vice-Chair Grosvenor seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

(4) Rules and Regulations Effective 09/02/2014 Outreach for explaining recent changes

- The Board made a policy change that it is not going to pursue the required continuing education of 12 hours per year during the transition. The twelve (12) HSW CEHs per year will be required for the following renewal period for 2016-2017.**
- Outreach explaining that the DBR has decided not to send out mail notices on license renewals and please note that December 31st is the time to request for your license renewal online for two (2) years in order to ensure compliance.**

Vice-Chair Grosvenor moved to have the Board Executive prepare a

draft notice that can be e-mailed to the registrants explaining the recent Rules and Regulations changes and then also a prepare a draft notice that might be included in American Institute of Architects/RI Chapter (AIA/ri) correspondence that explains the new policy regarding continuing education credits and also posted to the Board's website. Secretary Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo. The Board Executive will also check the AIA National website for the up-to-date state requirements.

D. NEW BUSINESS

(1) 2014 American Institute of Architects/RI (AIA/ri) Design Awards – December 4, 2014

At this event, the Board presents the newly registered architects with a citation from the Governor. None of the Board members are available on this date.

(2) Continuing Education Audit

The Board decided that those registrants did not comply with their continuing education audit and later comply by completing the required CEUs in the following year and were told that those CEUs cannot be used again in the following renewal period be automatically audited to ensure that those credits were not used again.

The Board wants to ensure all of those registrants were advised that that CEUs cannot be use those credits in the past year as catch up credits are not using them again.

(3) Any other new business to come before the Board.

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E. National Council of Architectural Registration Boards (NCARB) Information and Updates)-(Review/Take Action)

(1) NCARB Announcements, Publications, etc. – No comments on the standard publications.

(2) NCARB at the American Institute of Architects (AIA) New England Conference – Saturday, September 27, 2014 – Biltmore Hotel, Providence RI – Then will make presentations at Roger Williams University and the Rhode Island School of Designn (RISD) – Will any Board members be attending to answer questions or will be making any presentations?

No Board members were able to attend.

(3) NCARB Member Board Chairs/Member Board Executives Conference – October 31 – November 1, 2014 – Indianapolis, IN

NCARB holds a conference every two (2) years for which it invites the Chair and Executive from each of the 54 jurisdictions. The agenda touched on the proposed changes to the Intern Development Program (IDP) in trying to allow an expeditious path to take some parts of the architectural registration examination (ARE) to try to shorten the time it takes to become a Registered Architect. The states the issues with the NCARB Broadly Experience Architect (BEA) and Broadly Experience Foreign Architect (BEFA), use of the “architect” title such as “Intern Architect.” There was also a proposal from the National Architectural Accrediting Board (NAAB). There was not a resolution. The NCARB Committees will take back the information from the meeting for further review.

(4) NECARB 2014 Fall Meeting – Norwich, VT

• Attending – Chair Ladds, Vice-Chair Grosvenor, Secretary Prengaman and MBE Broadfield attended.

All states were represented. The agenda focused on State Reports and issues happening in each State. There has been a change in policy where the Region will now fund two (2) delegates from each jurisdiction to attend the Fall meeting. If two (2) delegates from each jurisdiction does not attend, then the Member Board Executive could attend in the place of the delegate.

F. APPLICATIONS

(1) Registration(s) Processed by the Board Executive administratively, See attached list dated November 17, 2014

The Board reviewed and noted the application actions processed by the Board Executive on the November 17, 2014 list attached

(2) Registration requests from individuals requesting reciprocity for Board Action.

• Brian G. Fabo

Vice-Chair Grosvenor moved to approve the application for Brian G. Fabo pending receipt of the required taxpayer status affidavit. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

• Philip Joseph Silvestri

Secretary Prengaman moved to approve the application for Philip Joseph Silvestri pending receipt of the required taxpayer status affidavit. Vice-Chair Grosvenor seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

• David Udkow, RI Architect #2363 – to review list of current projects, if any, performed in Rhode Island.

Vice-Chair Grosvenor moved to approve the list of current projects

and to send a letter to submit his next list in the next six (6) months and again in December 2015. Member DeQuattro seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

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G. APPLICATIONS

(1) CERTIFICATES OF AUTHORIZATION (COA) APPLICATIONS
Processed by the Board Executive Administratively, See Attached List dated September 15, 2014

The Board reviewed and noted the Certificates of Authorization applications processed by the Board Executive administratively on the September 15, 2014 list attached.

- Architectural Group International, #ARC-0014370-COA

Vice-Chair Grosvenor moved to approve the renewal application with noted disciplinary action. Member DeQuattro seconded. Motion

passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

G. ADJOURNMENT

Chair Ladds announced that the next Board meeting is scheduled for Monday, January 26, 2015, at 1:00 p.m. at the DBR, John O. Pastore Center, 1511 Pontiac Avenue, Conference Room 68-1, Cranston, RI 02920. Member DeQuattro moved to adjourn the meeting at 2:58 p.m. Secretary Prengaman seconded. Motion passed, 5-0, five (5) in favor, zero (0) absent. Voting in favor were Chair Christian J. Ladds, Vice-Chair John K. Grosvenor, Secretary David R. Prengaman, Members David L. DeQuattro and Thomas D. Lonardo.

Respectfully submitted,

David R. Prengaman, AIA, NCARB
Secretary

DRP/dmb

• Posted on January 28, 2015 electronically on Secretary of State's Office website. Pursuant to the Open Meetings Law, R.I. Gen. Laws Sec. 42-46-6(b), business not included in this notice may be considered with the consent of the majority of the members, and/or may convene into Executive (closed) Session pursuant to R.I. Gen. Laws Sec. 42-46-5.

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APPLICATIONS

Board Meeting of NOVEMBER 17, 2014

ALL APPLICATIONS FOR REGISTRATIONS BELOW WERE PROCESSED AND ISSUED REGISTRATIONS ADMINISTRATIVELY BY THE BOARD EXECUTIVE

RECIPROCITY APPLICATIONS

RUDOLPH BAAKMAN BRUNS-PAK NJ

SIGNEY BOWEN SHEPLEY BULFINCH MA

MICHAEL J. BURTON URBAN DESIGN GROUP MD

JAMES WU CHEN JWC ARCHITECT ENGINEER DPC NY

GREGG GOLDEN PLUNKETT RAYSICH ARCHS WI

STEPHEN V. GRASSO PARTNERS FOR ARCHITECTURE CT

EMMANUEL KAVRAKIS EK ARCHITECTURE NJ

**MCKEE PATTERSON AUSTIN PATERSON
DISSTON ARCHITECTS LLC CT**

LYNN PETERS LK DESIGN GROUP INC. TX

T. SCOTT RAWLINGS PAYETTE ASSOCIATES INC. MA

JAMES SCHMITT SELF MO

ELLEN F. STONER ALTUSWORKS, INC. IL

MICHAEL WRIGHT HNTB CORPORATION MO

RECIPROCITY (REINSTATEMENT) APPLICATIONS

JULIA GERALD (3490) JAG DESIGNS RI

JONATHAN R. MCINTYRE (2404) OAK POINT ASSOCIATES ME

DANIEL K. MULLIN (3482) DANIEL K. MULLIN, ARCHITECT ID

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CERTIFICATE OF AUTHORIZATION (COA) APPLICATIONS

**ALL COA APPLICATIONS BELOW WERE PROCESSED
ADMINISTRATIVELY BY THE BOARD EXECUTIVE.**

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SOLE PROPRIETORSHIPS

LIMITED LIABILITY COMPANY

LIMITED LIABILITY PARTNERSHIP

PLUNKETT RAYSICH ARCHITECTS, LLP - 0 - WI

CORPORATIONS

(BOARD EXECUTIVE PROCESSED ADMINISTRATIVELY AND ISSUED “CONDITIONAL APPROVAL” – PENDING A CERTIFICATE OF GOOD STANDING FROM THE RHODE ISLAND SECRETARY OF STATE’S OFFICE FOR THE INTIIAL APPLICATION AND ISSUED APPROVAL LETTERS FOR THE AMENDED APPLICATIONS.

ALTUSWORKS, INC. - 0 - IL

HARRIMAN ASSOCIATES - 0 - ME

#A-14,059 – Change in Responsible Control

From: Rob Klinedinst (3299)

To: Judy Johnson (3149)

LK DESIGN GROUP INC. - 0 - TX

STEVENS & ASSOCIATES, PC - 0 - VT

THOMPSON HANCOCK WITTE & ASSOCIATES, INC. - 0 - GA

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